

S-E-C-R-E-T

CHIVE/C-285-66  
10 November 1966

MEMORANDUM FOR: Director of Central Reference  
Director of Computer Services

SUBJECT : CHIVE Newsletter, October 1966

Management

- o The Chief, China Operations Group, has been selected. [ ] an intelligence production officer from OCI (most recently Director, National Indications Center) will head COG. He is currently being briefed by CHIVE personnel.
- o The Director, OCR, was briefed on the status of CTF activities by Task Force personnel on 24-25 October.
- o The [ ] study is continuing in the form of regular weekly meetings attended by the D/CTF, drafting of contributions to be included in the final [ ] report, discussion of proposed revisions, etc.
- o The CHIVE space plan was the subject of a meeting between CHIVE and OCR Administrative Staff personnel. [ ] recently reassigned to the CTF, has been detailed to assist the OCR Administrative Staff in preparation of an alternate plan to CHIVE/W-21-66, "CHIVE Physical Security Plan."
- o The [ ] Procedures task team briefed OCR personnel on their "Dossier Requirements" study.
- o A meeting was held with OBI Graphics personnel concerning creation of a CHIVE briefing package.
- o The Director, CTF, briefed officials from [ ] [ ] DIA, ORD, and [ ] during the month.

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GROUP I  
Excluded from automatic  
downgrading and  
declassification

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### System Design

#### Forms Design

- o The new SKAN form has been received from Printing Services Division and is being tested on the Page Reader. A manual outlining the procedure for preparation of index input forms is currently under review.

#### Revision of Indexing Procedures

- o A detailed description of the CHIVE content indexing language is being prepared for incorporation into the Indexing Manual.

#### System Test Plan

- o An auxiliary testing system for the System Test has been approved by the D/CTF. The system will initially utilize EAM listings and then Termatex as the category search type needs develop with file growth. Initial use of Termatex is planned for February 1967.

#### Dossier Content Task

- o Analysis of [ ] files was completed on 20 October. The study of FID files (200) has begun. This study is intended to identify the document series, number of pages, and the year span in order to provide the Document Delivery System with realistic estimates of input and request volumes anticipated in the operational CHIVE environment.

#### Management Data

- o A weekly SKAN Information Report is being prepared by the Management Data Task Team.
- o [ ] have been assigned to the Management Data Task Team. They are presently undergoing CHIVE/OCR orientation, after which they will devote full time with [ ] to producing an improved OCR Management Information System for the pre-CHIVE period.

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Source Formatted Data

- o Contact has been established with FDD, and select materials produced there will be analyzed to establish system feasibility.

Customer Requirements

- o Informal contact with ORR analysts having China projects (as listed in the 1967 ORR/ERA Research Schedule) has been initiated.
- o A preliminary review of the Codeword China Catalog was completed during the month.

Maps and Graphics

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- o Additional information is being sought on Graphics Register sources and on written information transmitted with photography.

Summary File Building

- o Summary files in BR and FID have been reviewed and tentative selection made of those which will be included in CHIVE.  CHICOM category file will be given priority attention.

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Miscellaneous

- o A report on a Soviet information retrieval system was analyzed and compared to the U.S. computer state-of-the-art.
- o A paper on "Stylistic Analysis as an Intelligence Technique" was prepared and disseminated to interested components for review.

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Director  
CHIVE Task Force

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